

**COMMITTEE OF OCCUPATIONAL THERAPY**  
**MINUTES**

DATE: August 19, 2005

TIME: 9:15 a.m. C.D.T.

LOCATION: Tennessee Room  
Ground Floor, Cordell Hull Building  
425 Fifth Avenue North  
Nashville, TN 37247-1010

MEMBERS PRESENT: Anne Brown, Chair  
Susan McFadden  
Susan Pech, Secretary

MEMBERS ABSENT: Robbie Bell, Ex Officio

STAFF PRESENT: Marva Swann, Unit Director  
Mary V. Webb, Board Administrator  
Pamela Pitts, Board Administrator  
Nicole Armstrong, Advisory Attorney  
Jerry Kosten, Regulations Manager

STAFF ABSENT: Lea Ann Phelps, Disciplinary Coordinator

GUEST(S): Mike Harkreeder, TNPAP Representative  
John Williams, Lobbyist for TOTA

With a quorum being present, Ms. Brown called the meeting to order at 9:15 p.m.

## Office of General Counsel

Ms. Armstrong advised the Committee of the Conflict of Interest policy and for anyone who had not signed a form as to their acknowledgement of said policy to do so.

Ms. Armstrong presented the OGC report which stated that the Office of General Counsel currently has one open case which involves an Occupational Therapist Assistant.

## Administrative Reports

Ms. Webb presented the following statistical information:

<b>OT</b>	<b>OTA</b>
Active Licensees – 1594	Active Licensees – 752
Retired Licensees – 375	Retired Licensees – 121
Failed to Renew – 981	Failed to Renew – 298

<i>Performance Measure</i>	<i>Goal</i>	<i>2<sup>nd</sup> Qtr. Avg.</i>	<i>1<sup>st</sup> Qtr Avg.</i>
Renewal Processing Time	14 days	2.8 – OT 2.7 – OTA	8.00 – OT 8.63 – OTA
Application Processing Time	100 days	30.1 – OT 63.2 – OTA	62.72 – OT 36.64 – OTA

## Financial Report

Ms. Webb presented the financial report which indicated that the Committee had a cumulative projected surplus as of June 30, 2005 of \$475,085.16.

## Legislation

Jerry Kosten, Regulations Manger, presented the Committee with the following rulemaking hearing to be held October 26, 2005:

- A. A requirement for teachers of occupational therapy to be licensed: A motion was made by Ms. McFadden and seconded by Ms. Pech to approve. The motion carried.

- B. A fee decrease: A motion was made by Ms. McFadden and seconded by Ms. Pech to approve. The motion carried.
- C. An advertising rule (required by legislation): A motion was made by Ms. McFadden and seconded by Ms. Pech to approve. The motion carried.
- D. Supervision: OT lobbyist, Mr. John Williams explained that he had met with legislators to discuss the language regarding the supervision bill. Mr. Williams said that no action had been taken at this time. Ms. Brown wanted the Committee to review the supervision rule a little more extensively before the rule is amended. The amended rule was deferred.
- E. Complaint filing: A motion was made by Ms. McFadden and seconded by Ms. Pech to approve: The motion carried.

### **Minutes**

A motion was made by Ms. McFadden and seconded by Ms. Pech to accept the May 6, 2005 minutes as amended. The motion carried.

### **Applicant Interviews/File Reviews**

Daniel Gregory: A motion was made by Ms. Pech and seconded by Ms. McFadden to approve Mr. Gregory to sit for the OTA exam. The motion carried.

Melissa Robinson: A motion was made by Ms. Pech and seconded by Ms. McFadden to approve Ms. Robinson for an OTA license after special conditions have been met. Ms. Robinson will need to show proof that she is being supervised by an OT. The motion carried.

Mark Budke: A motion was made by Ms. Pech and seconded by Ms. McFadden to approve Mr. Budke to sit for the OTA exam.

Deidra Caldwell: A motion was made by Ms. McFadden and seconded by Ms. Pech to approve Ms. Caldwell for an OT license. The motion carried.

## **Discussion**

Modality course approval requests will be reviewed by Committee appointed OT consultant, Cynthia Hayden.

The Committee had a discussion regarding how to become a CEU provider. No action was taken. At this time the licensing board does not approve continuing education.

The committee approved Ms. Brown to attend the annual NBCOT conference to be held in Arlington, VA on October 15, 2005.

## **Office of Investigations**

Ms. Nicole Armstrong presented the disciplinary and investigative reports in the absence of Lea Phelps.

Disciplinary Report – There is currently one occupational therapist and two occupational therapist assistants being monitored.

Investigative Report – There is currently one open complaint in the Office of Investigations.

## **Ratifications**

A motion was made by Ms. Pech and seconded by Ms. McFadden to approve newly licensed and reinstated occupational therapists and occupational therapist assistants in addition to modality certifications. The motion carried.

## **Adjournment**

There being no further business, the meeting was adjourned at 11:20 a.m.

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**Susan Pech, OT Secretary**

